



DEPARTMENT OF THE NAVY  
COMMANDER NAVAL BASE  
937 NO. HARBOR DR.  
SAN DIEGO, CALIFORNIA 92132-5100

IN REPLY REFER TO:

COMNAVREGSWINST 4780.5N  
N3P

27 JAN 1999

COMNAVREGSW INSTRUCTION 4780.5N

Subj: MATERIAL INSPECTION OF SERVICE CRAFT

Ref: (a) OPNAVINST 4780.6D  
(b) OPNAVINST 5420.70A  
(c) INSURVINST 4730.8H

1. Purpose. To provide direction for an orderly system of scheduling and conducting material inspections of service craft, in accordance with reference (a).

2. Cancellation. COMNAVBASESANDIEGOINST 4780.5M

3. Objective. Material inspections of various U.S. Navy service craft are conducted to compile pertinent service craft data and enable the Chief of Naval Operations, support commanders, and cognizant systems commands to assess service craft operational and material readiness.

4. Scope. The provisions of this instruction apply to all vessels classified as service craft assigned to activities in the Commander, Navy Region, Southwest Area of Responsibility.

5. Material Inspections. Service craft will be inspected by an appointed Material Inspection Board twelve months prior to the regular overhaul and docking intervals prescribed for each type of craft in accordance with enclosure (6) of reference (a). Reference (b) provides guidance for the conduct, organization and responsibilities for these inspections.

a. Assistant Chief of Staff (ACOS), Port Operations is designated as Service Craft Inspection Coordinator and shall:

(1) Appoint semi-permanent inspection boards to inspect all service craft assigned to user commands/activities under the Service Craft Inspection Board Authority (Commander, Navy Region, Southwest).

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(a) A senior board member, with experience operating service craft and technical knowledge in the areas of deck, engineering and hull will be designated. The senior member of the board shall be from a command/activity other than the user command/activity being inspected. An experienced enlisted person may be assigned as the senior board member if an appropriate officer is not available.

(b) Additionally, semi-permanent boards may be requested by the President, Board of Inspection and Survey to conduct acceptance inspections of non self-propelled, new construction service craft delivered to a command within the Inspection Coordinator's area of responsibility.

(2) Receive from user activities/commands under Commander, Navy Region Southwest jurisdiction, user inspection requirements and preferred inspection dates for the following fiscal year, no later than 15 August of the current year.

(3) Convene Service Craft Material Inspection Boards in accordance with the fiscal year inspection schedule promulgated by Commander, Navy Region Southwest.

b. Custodian (users) commands/activities shall:

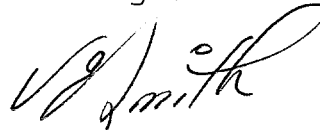
(1) Provide the Inspection Coordinator with fiscal year inspection requirements and preferred inspection schedule input.

(2) Inform the Inspection Coordinator of any changes to own service craft regular overhaul and docking schedules that may affect the promulgated inspection schedule.

(3) Advise the Inspection Coordinator of point of contact.

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c. The senior member of the convened Service Craft Material Inspection Board will prepare and forward inspection reports and appropriate cover letter for each craft inspected in accordance with procedures outlined in enclosure (5) of reference (a) and enclosure (7) of reference (c). A copy of each report shall be forwarded to ACOS, Port Operations San Diego.



V. E. SMITH  
Assistant Chief of Staff  
Port Operations

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